OMB Control No.
1910-1400

# U. S. DEPARTMENT OF ENERGY
## ANNOUNCEMENT OF U. S. DEPARTMENT OF ENERGY (DOE)
## SCIENTIFIC AND TECHNICAL INFORMATION (STI)

**RECORD STATUS** *(select one)*:
___New  ___Revised Data  ___Revised STI Product

---

**Part I: STI PRODUCT DESCRIPTION**

**A. STI PRODUCT TYPE** *(select one)*:

___ 1. **Technical Report**
   a. Type: ___Semiannual ___Annual ___Final ___Topical ___Other *(specify)* _____
   b. Reporting Period *(mm/dd/yyyy)* ____ / ____ / _____ thru ____ / ____ / _____

___ 2. **Conference**
   a. Product Type: ___Conference Proceedings ___Conference Paper or Other *(abstracts, excerpts, etc.)*
   b. Conference Information *(title, location, dates)* _____
   _____

___ 3. **Software Manual** *(The actual software package should be made available simultaneously. Follow instructions provided with ESTSC F 1 and ESTSC F 2.)*

___ 4. **Journal Article**
   a. Type: ___Announcement citation only ___Preprint ___Postprint
   b. Journal Name _____
   c. Volume _____ d. Issue _____ e. Serial identifier *(e.g., ISSN or CODEN)* _____

___ 5. **S&T Accomplishment Report**

___ 6. **Book**

___ 7. **Patent Application**
   a. Date Filed *(mm/dd/yyyy)* ____ / ____ / _____
   b. Date Priority (*mm/dd/yyyy*) ____ / ____ / _____
   c. Patent Assignee _____

___ 8. **Thesis/Dissertation**

**B. STI PRODUCT TITLE** _____

**C. AUTHOR*(s)*** _____
   E-mail Address*(es)*: _____

**D. STI PRODUCT IDENTIFIER**
___ 1. Report Number(*s*) _____
___ 2. DOE Contract Number*(s)* _____
___ 3. R&D Project ID*(s)* _____
___ 4. Other Identifying Number(*s*) _____

**E. ORIGINATING RESEARCH ORGANIZATION** _____

**F. DATE OF PUBLICATION** *(mm/dd/yyyy)* ____ / ____ / _____

**G. LANGUAGE** *(if non-English)* _____

*(Grantees and Awardees: Skip to Description/Abstract section at the end of Part I)*

**H. SPONSORING ORGANIZATION** _____

**I. PUBLISHER NAME AND LOCATION** *(if other than research organization)* _____
_____
   Availability *(refer requests to [if applicable])* _____

**J. SUBJECT CATEGORIES** *(list primary one first)* _____
   Keywords _____

**K. DESCRIPTION/ABSTRACT** _____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

**Part II: STI PRODUCT MEDIA/FORMAT and LOCATION/TRANSMISSION**

**A.  MEDIA/FORMAT INFORMATION**

      1. Medium of STI product is: ___Paper ___Electronic document ___Computer medium ___Audiovisual material

      2. Size of STI product _____

      3. File format:

         a. If electronic document is posted at site, indicate: ___SGML ___HTML ___XML ___PDF Normal

         b. If electronic document is transmitted to OSTI, indicate: ___SGML ___HTML ___XML ___PDF Normal ___PDF Image

           ___ TIFFG4  ___WP–indicate Version *(5.0 or greater)* _____  platform/operating system _____

           ___ MS Word–indicate Version *(5.0 or greater)* _____  platform/operating system _____  _____ Postscript

      4. If computer medium or audiovisual material:

         a.Quantity/type *(specify)* _____

         b.Machine compatibility *(specify)* _____ c. Sound: __*(yes)*  d. Color: __*(yes)*  e .Tables/Graphics ___*(yes)*

         f. Other information about product format a user needs to know: _____

**B.  LOCATION/TRANSMISSION INFORMATION**

      1. STI Product is available at site:  Unique URL *(of specific STI Product)* _____

      2. STI Product is being transmitted to OSTI:

         a. ___ Electronically via FTP

         b. ___ Via mail or shipment *(e.g., Federal Express)* *(Paper products, electronic documents on CD-ROM, diskettes, videocassettes, etc.)*

      3. Information Product Filename *(of transmitted electronic format)* _____

**C.  ADDITIONAL INFORMATION** *(concerning media/format or location/transmission; for OSTI internal use only)*: _____
_____

---

*(Grantees and Awardees: Skip to Contact section at the end of Part III)*

**Part III: STI PRODUCT REVIEW/RELEASE INFORMATION**

**A. ACCESS LIMITATION**

___  1. **Unlimited Announcement** *(available to U.S. and non-U.S. public)*

___  2. **OpenNet** *(use OpenNet guidance for below)*:

      a.If additional source other than making it available through NTIS:     e. OpenNet Document Categories _____

      (1) Accession Number _____     _____

      (2) Document Location _____

      b.Field Office Acronym _____

      c.Declassification date *(mm/dd/yyyy)* ____ / ____ / _____     f. OpenNet Addressee _____

      d.Declassification Status:     _____

         ___Declassified  ___Sanitized  ___Never classified

___  3. **U.S. Dissemination Only**

___  4. **Copyrighted material;** Are there any restrictions based on copyright? ___ yes ___no. If yes, list the restrictions _____
_____

___  5. **Small Business Innovation Research** *(SBIR)*   Release date *(mm/dd/yyyy)* ____ / ____ / _____

___  6. **Small Business Technology Transfer** *(STTR)*  Release date *(mm/dd/yyyy)* ____ / ____ / _____

___  7. **Proprietary/Trade Secret**

___  8. **Patent Pending**

___  9. **Protected data** ___CRADA ___Other *(specify)* _____  Release date *(mm/dd/yyyy)* ____ / ____ /

___10. **Official Use Only** *(OUO)*

___11. **Program-Directed Special Handling** *(specify)* _____

___12. **Export Control/ITAR/EAR**

___13. **Unclassified Controlled Nuclear Information** *(UCNI)*

___14. **Classified**  Classification Level/Category of:

      a.This form _____     b. The STI Product _____

___15. **Other information relevant to access** *(specify; for OSTI internal use only)* _____

**B. OTHER** *(information useful to include in published announcement record which is not suited for any other field on this form)*
_____

**C. CONTACT  AND RELEASING OFFICIAL**

      1. Contact *(if appropriate, the organization or site contact to include in published citations who would receive any external questions about the content of the STI Product or the research information contained therein)*

         Name and/or Position_____

         E-mail _____ Phone _____

         Organization _____

      2. Releasing Official        ___ I verify that all necessary reviews have been completed *(e.g. Patent, Copyright, ECI, UCNI, etc.)*

         Released by *(name)* _____ Date *(mm/dd/yyyy)* ____ / ____ / _____

         E-mail _____ Phone _____

**Purpose**:  Form 241.1 provides the Office of Scientific and Technical Information *(OSTI)* information required to appropriately identify, process, and/or announce and disseminate the results of work funded by the U.S. Department of Energy *(DOE)* or performed in DOE facilities.  For general information or assistance with this form, contact OSTI at (423) 576-1191, or at the following e-mail address: evaluation@adonis.osti.gov.

**When to use**:  Submit this form with each scientific and technical information (STI) Product.  Electronic format is the preferred method for submitting the announcement record and STI Product.  When submitting electronically, use the electronic version of the form or Document Type Definitions (DTD).  When submitting in paper, input should be typed or printed, not handwritten.

**Describing the data fields**:  Descriptions of the various DOE F 241.1 data fields, STI Products, format, etc., can be found in ATTACHMENT 3 and other sections of the DOE Guide 241.1-1, *Guide to the Management of Scientific and Technical Information.*

1. **DOE and DOE Contractors**:  DOE, DOE Management and Operating (*M&O*) contractors, DOE Management and Integrating *(M&I)* contractors, multiprogram laboratories, single program laboratories, and other DOE facilities should complete the entire form.  Submit it either with the URL for the site-maintained copy of the STI product or as a package with the STI product to OSTI for processing in accordance with the requirements of DOE Order 241.1, *Scientific and Technical Information Management.*  Reporting that may be required under the terms of the contract but which is not appropriate for transmittal to OSTI includes contract proposals, funding status, routine construction or inventory reports, and similar products. Submit the package to:

| For Mail: | For Shipments: |
|---|---|
| U.S. Department of Energy | U.S. Department of Energy |
| Office of Scientific and Technical Information *(OSTI)* | Office of Scientific and Technical Information *(OSTI)* |
| P.O. Box 62 | 175 Oak Ridge Turnpike |
| Oak Ridge, TN 37831  USA | Oak Ridge, TN 37830  USA |

2. **Financial Assistance Recipients and Awardees** *(Direct Procurement Recipients)*: Grantees and Awardees should complete the entire form, except as noted. Forward the form along with the STI product to the DOE Contracting Officer who will complete the rest of the form and submit the package to OSTI. Note: The DOE Contracting Officer may require the Grantee or Awardee to complete other parts of the form and also may require the awardee to submit the package directly to OSTI.  Check the specific award requirements.  Electronic submission of the form/STI product should be coordinated with the Contracting Officer.

**NOTE**: Sensitive, proprietary, or other STI Products for which access is restricted by statute or regulation shall not be transmitted via open systems networks *(e.g., the Internet)* unless authorization and/or encryption has been coordinated with OSTI in advance.  This form, unless it in itself is classified, can be transmitted via open systems networks *(e.g., the Internet).*

**RECORD STATUS** – *This is a required field.*  The record status identifies the announcement record or the STI Product as new or revised. If the record status is not provided, the record is considered "New".

**Part I:  STI PRODUCT DESCRIPTION**

**A. STI PRODUCT TYPE** – *This a required field.*

1. **Technical Report**

1.a. **Type**.  *This is a required field for a Direct Procurement.*  Identify the type of technical report provided.

1.b. **Reporting Period**.  *This is a required field for a Direct Procurement.*  Specify the beginning and ending dates of the period covered by the STI Product.

2. **Conference**.  Provide all available conference information.  An agenda alone is not sufficient for announcement.

3. **Software Manual**.  The Software Manual that accompanies the STI or copyrighted software.  To obtain required forms and instructions for submitting the software *(including copyrighted software)*, contact the Energy Science and Technology Software Center *(ESTSC)* at (423) 576-2606.

4. **Journal Article**.  Provide all available Journal Article information.

5. **S&T Accomplishment Report.**  The S&T Accomplishment report describes an outcome of R&D which has achieved significant impact to commerce or standard of living or is recognized as a major scientific or technical advancement.

6-8. No special instructions.

**B. STI PRODUCT TITLE** - *This is a required field.*  Provide the title exactly as given on the product itself, including part, volume, edition, and similar information.

**C. AUTHOR***(s)* – *This is a required field.*  Provide the name of the author (last name first) of the STI product. More than one author may be provided;separate multiple entries with a semicolon and a space. If an author does not exist, the word "NONE" should be entered.

Examples:        Jones, T.M.;  Markay, Arthur R. III
                 Fields, J.M., ed.

**Author***(s)* **E-mail Address***(es)*.  Provide the e-mail address for each author.  Multiples may be provided;  they should be listed in the same order as the authors and should be separated by a semicolon and a space.

**D. STI PRODUCT IDENTIFIERS**.

1. **Report Number(s).**  *This is a required field.*  The unique primary report or product number assigned to the STI product.  If a report number is not provided, the word "NONE" should be entered.

Following are examples of report number formats for multiple volumes, parts, or revisions:

DOE/LLW–nnn-Vol.1

DOE/NE/01834—1-Pt.1

ANL/TM—123-Rev.1

More than one report may be provided.  Multiple numbers are separated with a semicolon and a space.  When more than one number is entered, the first number, considered the primary number, should identify the submitting organization.  All other numbers are considered secondary numbers.

For work performed for another agency, the funding agency may assign that agency's product/report number. If so, provide this number.

2. **DOE Contract/Grant Numbers.**  *This is a required field.*  Enter the DOE contract/grant number under which the work was funded.  Additional DOE contract/grant numbers related to the product may be entered.  Multiple numbers are separated with a semicolon and a space.  When more than one number is entered, the first number is considered the primary number.  If no DOE Contract/Grant Number is provided, the word "NONE" should be entered.

3. **R&D Project ID***(s)*.  Enter the unique and permanent Project ID assigned to the project itself by the Operations Office, DOE Program Office, laboratory, or other installation to identify a particular research project.  Multiples may be provided;separate multiple entries with a semicolon and a space.

Sample formats: P/ORNL—2533;  TTP/RL439005

4. **Other Identifying Number(s).**  An additional unique identifying number assigned to the STI product. (e.g., CRADA numbers, Non-DOE contract numbers).

More than one other identifying number may be provided.Multiple numbers are separated with a semicolon and a space.

**E. ORIGINATING RESEARCH ORGANIZATION** - *This is a required field.*  Provide the name and location of the organization that performed the research or issued the STI product. More than one organization may be provided;separate multiples with a semicolon and a space.

Example:        Los Alamos National Laboratory, Los Alamos, NM

**F. DATE OF PUBLICATION** – *This is a required field.*  Provide the date when the information product was published or issued.

**G. LANGUAGE** – *This is a required field.* Provide the name of the language in which the information product is written if the language is not English. If language is not provided by the originating organization, the word "English"will be entered.

[Grantees and Awardees: Skip to Description/Abstract section at the end of Part I]

**H. SPONSORING ORGANIZATION** - Enter the name or acronym of the DOE Program Office (e.g. Energy Research or ER) providing the funding for the work described in the STI product. For projects funded by more than one Program Office, indicate all sources of the DOE funding in descending order of dollar amount of funding appropriated. Also indicate the funding office for work for others. Separate multiple program offices with a semicolon and a space. If no sponsoring organization is provided, "DOE" will be the sponsor.

**I. PUBLISHER NAME AND LOCATION** – *This is a required field* if different than the Originating Research Organization that issued the document for dissemination.

**Availability** *Refer requests to [if applicable]* – *This is a required field* if the Publisher is the source of availability.

**J. SUBJECT CATEGORIES** - Select one or more categories from the list provided. List the primary one first. If no subject category is provided by the originating organization, the Office of Scientific and Technical Information will generate one.

A list of subject categories is available at **http://www.doe.gov/html/osti/eei/eei.html.**

**Keywords**. Provide terms which describe the content of the publication.More than one term may be entered; separate multiple terms with a semicolon and a space. If keywords are not provided by the originating organization, the Office of Scientific and Technical Information will generate them.

A list of OpenNet subject terms is available at URL http://www.doe.gov/html/osti/opennet/lists/sterms.html for information products which will be included in the OpenNet Database.

**K. DESCRIPTION/ABSTRACT** – Provide a clear and concise English language summary of the information content of the STI product. The abstract length should be no more than 5,000 characters. If no description/abstract is provided by the originating organization, the Office of Scientific and Technical Information will generate one.

## Part II: STI PRODUCT MEDIA/FORMAT and LOCATION/TRANSMISSION

**A. MEDIA/FORMAT INFORMATION**

1. **Medium.** *This is a required field.* Select one of the medium options provided (except when announcement record only is submitted).

2. **Size of STI Product.** Provide the total number of pages or other designation which gives an indication of the size of the information product (e.g., 200 pages; 20 images; 3500 kilobytes; 3-3 ½ inch diskettes).

3. **File Format.** *This is a required field* if the STI Product is electronic full-text. Select one of the options provided.

4. **If Computer Medium or Audiovisual Material (**do not include software packages)

a. Indicate the quantity and type of medium, e.g., 2 videocassettes, 1 magnetic tape.

b. Indicate the machine with which the medium is compatible, i.e., with which it can be used (e.g., VHS; IBM PC-compatible, hard disk, 8 Megs.)

c. Enter 'Y' if the product has sound.

d. Enter 'Y' if the product is in color.

e. Enter "Y" if the product has tables/graphics.

f. Enter any other information which would be helpful to the user of the STI product (e.g., programming language, etc.)

**B. LOCATION/TRANSMISSION INFORMATION**

1. **Product available at site**: *This is a required field* if electronic full-text STI Product retained at site. Provide a complete unique URL (Uniform Resource Locator) address sufficient to access a complete copy of the specific STI product.

2. **Product being transmitted to OSTI**: *This is a required field* if electronic full-text STI Product is being transmitted to OSTI. Indicate the method of transmission.

3. **Information Product Filename**: *This is a required field* if an electronic copy of the STI product is being transmitted to OSTI electronically via an open systems network or other computer-generated medium. Provide the name of the file that contains the STI product itself.

**C. ADDITIONAL INFORMATION** (*concerning media/format or location/transmission; for OSTI internal use only*): Specify file format if the file is not a full-text STI product (e.g., a data file), or if special arrangements have been made with OSTI to send full-text in a non-standard format.

[Grantees and Awardees: Skip to Contact section at the end of Part III]

## Part III: STI PRODUCT REVIEW/RELEASE INFORMATION

**A. ACCESS LIMITATION** – *This is a required field.* Recommendations to restrict access to STI products must have a legal basis or be accompanied by written programmatic guidance. Questions concerning current laws and guidance may be referred to in Part II or ATTACHMENT 7 of the DOE Guide 241.1-1, *Guide to the Management of Scientific and Technical Information*, or by contacting OSTI at (423) 576-1035.

1. **Unlimited Announcement**. The unrestricted, unlimited distribution of the product.

2. **OpenNet**. STI products declassified and made available for public release will be announced on the Department's OpenNet Database in accordance with the Department's Openness Initiative.

When records for declassified STI products are submitted to OSTI electronically, an authoritative classification change notice *(paper only)*, in accordance with DOE M 475.1-1, *Identifying Classified Information,* must accompany that submission.

2.a.1. **Accession Number**: For use in indicating additional sources of a document. This number may be used by OpenNet users when requesting a document. The Accession Number is a unique identifier of up to 13 alphanumeric characters only *(A-Z, a-z, or 0-9)*. The transmitting field or program office is responsible for assuring that the number is unique within its jurisdiction. OSTI will add a two-character prefix to assure the number's uniqueness across DOE for a maximum size of 15 characters.

2.a.2. **Document Location**: This should identify additional sources where the public may go to obtain a copy of the document. At a minimum, this entry must contain a point of contact and enough additional information to enable a user to order a document *(e.g., address, phone number, fax number, e-mail address, etc.)*. Multiple location entries may be provided; separate multiple locations with a semicolon and a space. Note: If a standard location will be used *(e.g., a public documents reading room)*, OSTI can provide an availability code which can be entered instead of the location text.

2.b. **Field Office Acronym**: Use the appropriate acronym provided in *OpenNet DeClassified Information Database Data Input Specifications*, revised December 15, 1994.

2.c. **Declassification Date**: Provide the declassification date for any document that has been declassified and publicly released.

2.d. **Declassification Status**: *Required* for all documents being entered into OpenNet. Check "Sanitized" for documents with portions deleted for privacy or security reasons and enter a declassification date if the sanitized document is also a declassified document. Check "Never classified" for documents that have never been classified and are being made publicly available.

2.e. **OpenNet Document Categories.** For information products which will be included in the OpenNet Database, provide the appropriate two-level subject categories based on the list in *OpenNet DeClassified Information Database Data Input Specifications*, revised December 15, 1994. The list of OpenNet document categories is also available at URL http://www.doe.gov/html/osti/opennet/opencats.html.

2.f. **OpenNet Addressee**. Provide the name and address of the recipient of the information product if it is a memo, letter, or similar type of product.

3. **U.S. Dissemination Only**. STI products suitable for this designation are those which otherwise are not protectable under FOIA, but whose content falls under the subject areas described in the sensitive subjects attachment of DOE Order 1240.2B, Unclassified Visits and Assignments by Foreign Nationals.

4-13. Refer to ATTACHMENT 7 of the DOE Guide 241.1-1, *Guide to the Management of Scientific and Technical Information*.

4. **Copyrighted material**. A copyright restriction on part or all of the contents of the STI product may affect the reproduction and distribution of the product by OSTI. Any restriction must be specified.

11. **Program-Directed Special Handling**. Provide a reference to specific guidance or attach a copy of the specific guidance.

14. **Classified**. STI products will be announced by OSTI in accordance with DOE/OSTI—3679- Rev.75.

15. **Other information relevant to access** *(specify; for OSTI internal use only)*. Indicate the type of access limitation. Provide a reference to specific guidance or attach a copy of the specific guidance.

**B. OTHER**. Include other useful information which should be included in the published announcement record, but does not fit elsewhere on the form.

**C. CONTACT AND RELEASING OFFICIAL**

1. **Contact**. Provide the organization or individual(s) name with corresponding contact information who will be included in the published citation as the point of contact and will respond to external questions about the content of the STI product.

2. **Releasing Official**. *This is a required field.* Provide the name and additional information of the site's individual(s) responsible for the appropriate review and release of the STI product. Do not forward this form or the STI product until after it has been reviewed and released for announcement.